



# UNION EXECUTIVE COMMITTEE MINUTES

Tuesday 27<sup>th</sup> August 2019 2pm

Present: Isobel Hall, President of The Students' Union (PRES); Abigail Morris, President of Inclusivity & Diversity (PID), Erin Pettit, President of Sports (PS), Thomas McNamara, President of Activities (PA)

Attending: Jane Stafford, Chief Executive (CEO), Stephen Dowson, Founder of Stand and Be Counted - observing (SD)

Apologies: Orduen Nguper Simeon, President of Education (PE)

## 1. Welcome and apologies

PRES welcomed the committee and noted apologies from PE. PRES explained that SD is observing.

## 2. Minutes of previous meeting

Taken as read.

## 3. Matters arising

ESC to find out who the shortlisted students of the big three of HUU Awards are so that they can receive Lifetime Associate Memberships and then circulate to the President Team so that they can approve. **ACTION ESC.**

PRES to look for and circulate the work that the former President of the Students' Union had done around attainment gaps. **ACTION PRES.**

PID to look for and circulate the information that the former President of Inclusivity & Diversity collected about the funds that Student Services and the University had that HUU could access. **ACTION PID.**


## 4. For Discussion & Decision

### a. Honorary Life Memberships

The Committee approved Honorary Life Memberships for Charlotte Durham, Lee Tilling, Saalo Sparkes, and Sanaa Sabir.

### b. M1819 – 28 Motion for greater variety of healthy food options

PRES summarised what the motion was for. PRES explained that she was not at the previous Union Council and feels that nothing has been done with the motion since. PRES asked if anyone knew what has been done: CEO explained that the Student Opportunities Co-Ordinator picked this up and communicated that commercial were already in the process of changing their menus to make them healthier. PA added that the student whosubmitted the motion is looking into setting up a healthy eating



society. **ACTION PA is to liaise with the Student Opportunities Co-Ordinator and bring an update to next Union Council.**

CEO said that PA could also liaise with the Student Voice Manager on the pulse data around healthy eating.

**c. Sustainable Development and Environmental Group Request form**

PRES gave some background on the group and explained that the form requests that PA sit on the group. A discussion was had around who would be best to sit on the group. The Committee decided that PRES would be the HUU representative.

**ACTION ESC to email the University informing them of the outcome.**

**d. Outreach Steering Group Request form**

PRES gave background on this one and said that she and PID have met with Lesley May to discuss it. PID expressed that she is happy to sit on it. PRES asked how often it meets; PID replied that it meets fairly frequently and may clash with some meetings in her diary. PID suggested that someone in her zone attend when she is not available. PS asked if it were better to have a permanent member of staff attend so that we do not lose input; PRES expressed concerns about who should attend and whether it would be a good use of their time. CEO suggested that the Advice Centre Manager attend some of the meetings and PID attend the rest, CEO asked PID to discuss this further with the Advice Centre Manager.

**ACTION PID to discuss with the Advice Centre Manager and then inform ESC of the outcome so that ESC can email the University the decision.**


**5. Your Ideas Handover**

PRES communicated that she and the Campaigns & Democracy Co-Ordinator would like to start Your Ideas up again for the year. PRES explained that the ideas in the paper are the ones that are left over from last year and that they need to be assigned to the President Team. PRES said that it would then be up to the individual president as to whether it was plausible and that it would be up to them whether they did the idea or assigned to a member of their zone.

PS questioned whether ideas which were two years old or more should be closed due to the fact that nothing had been done with them so far. CEO voiced that it could look bad on the team if we bring attention to these dormant ideas. PID highlighted that the document is currently on the website that the ideas have been assigned to people. PRES suggested that anything from 2018 and before should be closed. CEO noted that some ideas in the document have naturally moved on.

PRES asked if the committee agreed that the new ideas should be assigned and that the rest should be closed. The Committee agreed and assigned the following ideas to the following people:

- Second Hand Student Shop assigned to PA and the Advice Centre Outreach & Engagement Co-Ordinator
- Reward Points System assigned to PA

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- Out of Hours Support Centre assigned to PID and the Campaigns & Democracy Co-Ordinator
  - Crisp Packet Recycling Scheme assigned to PRES

PS added that if there were some ideas in the document that we are really passionate about then we should take them on.

**ACTION ESC to send the list to the Campaigns & Democracy Co-Ordinator and copy the President Team in.**

## 6. To Note

### a. UEC Foundation Funding Campaign

PRES noted that this has been approved by the President Team via email.

### b. Safety Card

PRES noted that this has been approved by the President Team via email.

## 7. Weekly Reports and Accountability

PRES gave some background on the new reporting process. PID asked if the accountability panels were after UEC; PRES replied that the UEC was a test run for the reports and a place for feedback before they go before the accountability panels. SD explained that accountability panels should focus on what the President Team have prioritised in the past month.

PID and PS expressed concerns about the process. SD explained the process and suggested that each president have three priorities per month that they could be held accountable for. CEO suggested that the presidents add the key meetings that are relevant to the role in the core responsibilities section of the report.


PRES asked the President Team if they agreed; the President Team voiced their agreement.

SD asked if he could work with the Campaigns & Democracy Co-Ordinator on the report form. A discussion was had about the form, the core responsibilities and how it works with the standing orders. SD argued that some priorities will be outside of a president's remit, but they may feel that a certain priority is important that month. The Committee agreed that SD work with the Campaigns & Democracy Co-Ordinator on the form.

**ACTION SD to work with the Campaigns & Democracy Co-Ordinator on the form and feed back to the President Team.**

CEO stated that the accountability panel should have the Presidents operation plans at the beginning of the year so that they have the overview for the year. CEO said that the accountability report should reflect why the presidents are doing a certain point at a certain point in the year.

SD explained what an accountability panel should do and said that he is training the accountability panel.



PID asked when the first accountability panel is; CEO replied that it was in October and stated that the Campaigns & Democracy Co-Ordinator will have all the dates.

#### **8. Any Other Business**

CEO voiced that she would like to raise the request for a society neutral to drug use with PA. CEO gave background on this and explained that the Student Opportunities Co-Ordinator had passed the request to her. CEO communicated that she had mentioned it at the Formal SMT meeting this morning. PA asked what the context of the society was; CEO gave some background on the society. PA expressed concerns that it could be against the law. SD voiced that we may need some legal advice on it. PID explained that she was looking into this from a welfare point of view.

#### **9. Reserved Business**

#### **10. Three Big Things**

- The discussion around Accountability Panels
- The discussion about Your Ideas
- The approval of the Honorary Life Memberships

#### **Next meeting**

Tuesday 24<sup>th</sup> September 2019.

# President of the Students' Union Report

Isobel Hall

Monday 19<sup>th</sup> August 2019

Objectives		
<u>Objective &amp; Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed Actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
<b>THEME 1: HUU &amp; Communications</b>		
Declaring Climate Emergency	<ul style="list-style-type: none"><li>• Took paper to the Board of Trustees to declare climate emergency – supportive but want more actions/plans</li><li>• Phone call with Stuart (Chair) to make plan of action</li><li>• Information from Alan (external trustee)</li><li>• Meeting with University contact PVC International Phillip Gilmartin</li><li>• Meeting with HUU Commercial Services Director, Andy King – looking at installing water fountain on ground floor; introducing environmental assessment every 3 months; plan to talk with SPAR about reducing plastic usage</li><li>• Researched other Students' Unions</li><li>• Meeting with Hull City Council Environment and Climate Strategic Advisor – Green Week coming up</li></ul>	<ul style="list-style-type: none"><li>• Start student group – begin on Facebook</li><li>• Start organisational steering group</li><li>• North East Officer Meet Up</li><li>• Follow up with University</li><li>• Research Green Week</li><li>• </li></ul>

	<ul style="list-style-type: none"> <li>Organised North East Officer Meet Up on Climate Emergency – currently 7 SU's expected to attend</li> </ul>	
President Communications	<ul style="list-style-type: none"> <li>First monthly blog on President Team published <a href="https://hulluniunion.com/news/article/president-update-one">https://hulluniunion.com/news/article/president-update-one</a></li> <li>Weekly updates on Facebook</li> <li>1 second a day videos/photos being captured</li> <li>Visited Westfield Court to explore options to reach out to those at the accommodation</li> <li>President Team Banner ordered</li> </ul>	<ul style="list-style-type: none"> <li>Planned half day to discuss comms plan</li> <li>Plan first Chocolate and Chat</li> <li>Arrange monthly accommodation event/drop in/forum</li> </ul>
HUU Recruitment Group	<ul style="list-style-type: none"> <li>Started, set up and chaired the first HUU Recruitment Group <ul style="list-style-type: none"> <li>Created ToR and group agreed on targets for recruitment to sports/societies and investigating how best to support these groups to be successful</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li></li> </ul>
<b>THEME 2: Safe &amp; Inclusive Campus</b>		
Night Bus	<ul style="list-style-type: none"> <li>Discussed idea with commercial team and given contact for EY Busline</li> <li>Visited EY Busline office to discuss Night Bus – agreed route and timings to go ahead for the academic year</li> <li>Met with HUU marketing to discuss promotion</li> <li>EY Busline brought bus on campus for photos!</li> <li>Announced new bus scheme on Facebook/Twitter/Instagram</li> </ul>	<ul style="list-style-type: none"> <li>EY Busline to produce leaflets to promote scheme during welcome</li> <li>EY Busline sending details on Night Bus to include in my blog post that formally announces scheme</li> <li>Promote new scheme during WelcomeFest</li> </ul>
Safe Community Cards	<ul style="list-style-type: none"> <li>Meeting with HUU Campaigns and Democracy Coordinator and University Student Services to discuss idea</li> <li>HUU to move forward using campaigns budget – wrote proposal and got approval from UEC</li> </ul>	<ul style="list-style-type: none"> <li>Waiting on order to arrive!</li> <li>Write blog post for announcement</li> <li>Get photos with cards for announcement</li> <li>Plan distribution for WelcomeFest</li> </ul>

	<ul style="list-style-type: none"> <li>Confirmed content with HUU Campaigns and Democracy Coordinator and President of Inclusivity and Diversity</li> <li>Marketing designing cards and ordering – 100% recycled cards used</li> </ul>	
<b>THEME 3: Hidden Costs &amp; Value for Money</b>		
Augar and Foundation Funding Campaign	<ul style="list-style-type: none"> <li>Met with Student to discuss foundation funding campaign</li> <li>Met with SVOT and HUU Marketing to discuss campaign</li> <li>Written and published 2 blog articles – sent to VC and 2 MP's; blogs quoted for Foundation Year Organisation Augar: <a href="https://hulluniunion.com/news/article/augar-report-response">https://hulluniunion.com/news/article/augar-report-response</a></li> <li>Foundation Funding: <a href="https://hulluniunion.com/news/article/foundation-funding">https://hulluniunion.com/news/article/foundation-funding</a></li> <li>Launched a petition for HUU to oppose and lobby against the recommendation to remove foundation funding. Petition received 228 students signing the petition with 220 supporting the petition. 111 of these students had previously studied a foundation year with 108 of these supporting the petition.</li> <li>Took paper to UEC to formally approve that HUU takes the stance to 'oppose and lobby against the recommendation to remove foundation funding'. UEC approved this.</li> <li>Attended 'Augar Review: In focus' Parliament event (APPG). Asked question on why they recommended to remove foundation funding and the impact it would have on widening participation etc. <ul style="list-style-type: none"> <li>Spoke to Phillip Augar on high/low value courses, foundation funding and nursing funding.</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>Waiting on response from letter</li> <li>Keeping an eye of HE news for any progress</li> <li>Send quotes to Foundation Year Organisation</li> </ul>

	<ul style="list-style-type: none"> <li>○ Spoke to Bev Robinson OBE about how as a non-affiliated NUS SU can get further involved with national discussions. Received an email contact.</li> <li>○ Spoke to MP Paul Blomfield on Augar (including influencing his thoughts on foundation funding). Send blog articles on Augar and Foundation Funding.</li> <li>• Wrote blog article on parliament experiences <a href="https://hulluniunion.com/news/article/HUU-president-parliament">https://hulluniunion.com/news/article/HUU-president-parliament</a></li> <li>• Wrote letter to Universities and Science Minister, Jo Johnson, to oppose removal of foundation year funding.</li> <li>• Discussed with Diana Johnson MP and sending blog articles.</li> </ul>	
Healthcare Students Funding Campaign	<ul style="list-style-type: none"> <li>• Quotes from students gathered (over 200)</li> <li>• Meeting with Dean of Health Sciences</li> <li>• Meeting with Diana Johnson MP – going to write joint letter and lobby on this issue</li> </ul>	<ul style="list-style-type: none"> <li>• Gathering more information and quotes from students</li> </ul>

#### Core Responsibilities

Includes meetings, events, extra campaigns, training, assisting student training etc. include details of student engagement and student feedback where relevant. Check your standing order for guidance (in red).

Name of activity	Description
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HUU and University of Hull Relationship Agreement (key liaison with the University)	Discussions with University to improve our relationship agreement for the academic year (working with CEO)
CEO Appraisal	With Trustee Board Chair
Volunteer Management Training	President Team training to improve how we support HUU volunteers
Attended National Postgraduate Conference (attend and represent HUU at official Union, University, local and national functions)	Representing HUU at the national conference, 1 of 25 Students' Union present. Currently writing blog post
Attended Student Minds Launch Event (attend and represent HUU at official Union, University, local and national functions)	HUU are 1 of 11 Students' Unions to come together to transform student mental health, blog post <a href="https://hulluniunion.com/news/article/student-minds-mh">https://hulluniunion.com/news/article/student-minds-mh</a>
Union Council planning (Support part-time Officers and fellow student officers with their campaigns; Liaise with relevant HUU staff on issues affecting the student body; contribute to training of student volunteers and part-time elected officers)	Meetings with Union Council Chair, HUU Campaigns and Democracy Coordinator and HUU Student Voice Manager to plan training for PTOs and format of Union Council
Clearing/A-Level Results Day	Supporting University with promotion (interviews)
Attended North East Officer Day (attend and represent HUU at official Union, University, local and national functions)	Students' Union sabbatical officers in the North East meeting to discuss projects, campaigns and plans for the upcoming year
Trustee Away Day (Ensure regular reviews of HUU's strategy, governance and actions plans by UEC and Zones)	Planning for the next strategy and working on Board Development, followed by Trustee Board meeting
Media Training	Training on dealing with the media provided by the University
Team GB Group (Represent students' interests to the University of Hull and HUU; Key Liaison with the University)	Representing students on the Team GB group. Lobbying for training to go to sports teams in preparation for varsity and for students to benefit more from partnership

<p>Nursing Student Issues  (Represent students' interests to the University of Hull and HUU; Engage with students on a regular basis; Liaise with relevant HUU staff on issues affecting the student body)</p>	<p>Multiple meetings and communication with Faculty of Health Sciences regarding ongoing issues for nursing students. Working with the HUU Advice Centre on this also.</p>
<p>HYMS Joint Senate  (Represent students' interests to the University of Hull and HUU; Engage with students on a regular basis)</p>	<p>In place of President of Education. Lobbying for a better representation system for HYMS students that works with the Students' Union and is more accountable and transparent (currently run by HYMS staff, limited SU involvement). Talking with the Student Chair for HYMS.</p>
<p>Meeting with PVC International  (Represent students' interests to the University of Hull and HUU; Key liaison with the University)</p>	<p>The beginning of monthly meetings with the new PVC International to push forward the international agenda.</p>

# President of Inclusivity & Diversity Report

Abi Morris

Monday 19<sup>th</sup> August 2019

Objectives		
<u>Objective &amp; Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed Actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
<b>THEME 1: REDUCING BARRIERS</b>		
Mental Health	<p>Continuing the work on the mental health strategy</p> <p>Attended first mental health working group, this was very much used as an introductory session where people from the sub-groups reported on what they had done so far.</p> <p>Also attended my first suicide mitigation sub group meeting which involved discussing what the aims of the group are and prioritising what needs doing urgently as this is something that could be needed at any moment.</p> <p>Still waiting for the recommendations of Dr Alison Oldam to be sent to me and to be informed on how student services are using these in their practice.</p>	<p>Follow up emails to continue to be sent in regards to receiving the review</p> <p>Currently looking for another student representative to sit on the working group as the one we had cannot continue this year</p>

	Regular meetings with Sam Nabb and Abi Paige set up to keep each other up to date on what we are working on and where we can work collaboratively on shared objectives	
Housing Campaign	<p>Began comparing prices nationally and regionally, looking at how our campus accommodation compares to others. Also began looking at student finance with Isobel, analysing how much students are likely to need subsidising from either parents or part time work on rent depending on their Student Loan allowance.</p> <p>Joined a national campaign group called Break the Circuit – looking at Circuit laundry and how we can improve that service as currently it is not up to standard nationally.</p>	<p>Begin to look at things we can get the university accommodation do to aid student expenses e.g. free laundry, fruit availability etc</p> <p>Looking at how we can campaign nationally on student living costs</p>
NHS Campaign	Basic outline of what the campaign about and the sort of things aiming to achieve, looking at registration numbers locally and how this could affect waiting times for appointments	Create a survey for students to express their concerns about waiting times, not being able to register at home and at university and to learned how much they thing it is affecting their university experience
Hardship	Email correspondence with Janet Thacker about the Philanthropic distribution fund distribution in regards to the Participation Grant and how we can access this again for the coming year	Meeting with Janet to explore this further looking at how we can secure this funding once again and much earlier in the coming year
<b>THEME 2: REPRESENTATION</b>		
Welfare Training	<p>Training being developed and going to be delivered in develop week</p> <p>Spoken to Abi Paige about 'Welfare officers' and look at a different name for them to have a more accurate reflection on their role – for similar reasons as the change in my title</p>	Meeting with Alex Tute set up to discuss details on the training such as how it should be delivered and who it should be marketed towards

By-Elections	Working hard to ensure all remaining 5 PTO positions are filled - particularly the new role of social mobility and class officer by looking to write a roles and responsibilities guide because of the newness of the role	Scheduled to speak with Steph Hale (Welfare & Community of YUSU) to discuss what the student in their equivalent role has completed and how it has benefited their union
<b>THEME 3: SAFETY</b>		
Sexual Health	<p>MESMAC confirmed to continue with their weekly stalls during term time. Also approached us about being visible in some asylum nights which has now been confirmed by Andy King</p> <p>Investigating testing kit providers – YUSU have available pregnancy, chlamydia, info, condoms etc on their reception – currently research into the possibility of doing something similar at HUU.</p>	Analyse costs and sources of testing kits, as well as deciding exactly what would be useful to have available to students and how we go about promoting this
Feeling of Safety	<p>Plans in place to create a promotional video for the Hate crime reporting service in the advice centre – showing people where it is, how to do it, what can come from it, that its open to EVERYONE (BAME, LGBTQ+, Disabled students etc)</p> <p>Gave suggestions on contacts for the new safety cards which will be ready for new students in September</p>	<p>Meet with Women's rep when students return to see what she is interested in campaigning on specifically after already expressing an interest in this area.</p> <p>Promoting and giving out safety cards, making sure students know how to use them</p>
<b>THEME 4: INCLUSIVITY</b>		
Inclusivity award	Research on other similar awards being completed to begin shaping what would work for us e.g. Newcastle Stripes scheme	Begin looking at the structure of the award thinking about what clubs should aim to get out of it and how they go about achieving this

		Also looking at targeted clubs and societies to get involved before opening it up for any to apply to be a part of the pilot
Loneliness	<p>Analysis of Pulse data completed to see where students feel the loneliest and how many students actually experience the feeling</p> <p>Researching other loneliness campaigns that have happened and how I can adapt that for here.</p>	Decide how I actually want to change this and how I can effectively do it
Policies	Working with Tom and Erin on a drug policy to go alongside their work on code of conduct – wanted to develop a drug policy that has a wellbeing approach. Research has been done about what this could mean and how this policy has been implemented in other institutions	Continue researching on what a wellbeing approach would consist of, meet with Tom and Erin to see how this could be shaped and focussed on clubs and societies

<u>Core Responsibilities</u> Includes meetings, events, extra campaigns, training, assisting student training etc. include details of student engagement and student feedback where relevant. Check your standing order for guidance.	
Name of activity	Description
Student Minds	Attending Student Minds day alongside Erin and other Officers from partnered unions. This day involved us discussing common issues we are all seeing in terms of student mental health and

Working actively with local and regional bodies, lobby and campaign to ensure sufficient provision is available for students' general, sexual and mental health	how we are helping this, as well as campaigning techniques and tips on how we can participate on a national level.
BHM Support part-time officers and fellow Student Officers with their projects	Working with Ano, Simeon and Steph on Black History month. Looking at what we as a union can do in terms of commercial, GIAG, Media, Marketing, as well as how we can involve societies and sports teams. Also looking at where we can involve RAG such as Wear Red Day as part of the national Show Racism the Red Card campaign.
Deaf fire alarm Represent students on issues relating to inclusivity and diversity	Responded to a student on Facebook who was struggling to get a deaf fire alarm installed in their student house. Ended up ringing the fire brigade, before being passed on to the council to get the information needed for her to then pass on to her landlord to get the alarm installed before living there in September

# President of Sports Report

Erin Pettit

Monday 19<sup>th</sup> August 2019

Objectives		
<u>Objective &amp; Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed Actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
<b>Theme One. To make sport accessible to all by:</b>		
Work with liberation groups to ensure they have the confidence to be involved in sport should they want.	<ul style="list-style-type: none"> <li>Brief discussions with PID about “Out in Sport” campaign</li> <li>Discussed with PID how to source Rainbow laces for Varsity</li> <li>Enquired about the cost of Rainbow laces for Varsity</li> </ul>	<ul style="list-style-type: none"> <li>Meet with liberation group officers to discuss and take from there</li> <li>Idea to have ‘pro-noun’ friendly sessions in GIAG sports week – encourage sports teams to be accessible? Work with PID?</li> </ul>
Tackle inappropriate club behaviour (e.g. humiliating welcome events). By: 1) Implementing mandatory CHANGES workshop/training to AU Presidents. 2) Creating a Code of Conduct that is expected of all AU members 3) Tackling inappropriate behaviours at weekly socials.	<ul style="list-style-type: none"> <li>CHANGES workshop organised for 27/09/19 (3 x 1.25hr sessions)</li> <li>Reviewed the Code of Conduct supplied by York Sport. Enquired how they get all members to agree. Learnt that Committee sign on behalf of the club. Decided this was insufficient for HUU.</li> <li>Safe social policy shared with Andy King. Clubs that social in Asylum have agreed to a document with similar terms.</li> <li>AU Presidents have been informed of CHANGES workshop – nearer the time (3 weeks prior – 06/09/19) an email will be sent to all AU</li> </ul>	<ul style="list-style-type: none"> <li>Let AU Presidents know that CHANGES workshop is mandatory for them and their Social Secs                             <ul style="list-style-type: none"> <li>Nearer the time (3 weeks prior – 06/09/19) an email will be sent to all AU Presidents and Social Secs to remind them of this</li> </ul> </li> </ul>



	<p>Presidents and social secs to remind them of this training – reminder in diary.</p> <ul style="list-style-type: none"> <li>• Social Secs informed to ‘save the date’ for CHANGES workshop via Facebook.</li> <li>• Due to cross-over of objectives: Working towards delivering a Code of Conduct that <i>all</i> AU members sign up to has MOVED INTO THEME 3. To have safe and well regulated Clubs (<i>Delivering a Code of Conduct</i>).</li> <li>• Due to cross-over of objectives: Working towards delivering a Safe Social Policy has MOVED INTO THEME 3. (To have safe and well regulated Clubs) (<i>Create Safe Social Policy</i>).</li> </ul>	<p>training – reminder in diary.</p>
Improving the social sport options		<ul style="list-style-type: none"> <li>• Discuss potential scope with Hull Sport to provide more £2 turn up and play sessions</li> <li>• Discuss with Hull Sport scope for open sessions for each club for a small fee?</li> </ul>
<b>Theme Two. To work in areas around the cost of sport by:</b>		
Trying to get better funding for non-BUCS teams. Or assisting them to get better sponsorship deals.	<ul style="list-style-type: none"> <li>• A sponsorship ‘how-to’ and advice has been written by PS to be eventually shared with Presidents and potentially treasurers/committee.</li> <li>• Sent sponsorship advice to Vicky for checking and comments by her.</li> <li>• Sponsorship advice added to ‘President Introduction’ document and sent to AU Presidents on 13/08/19.</li> </ul>	<ul style="list-style-type: none"> <li>• Investigate non-BUCS funding and to see how the fund is spent</li> <li>• Investigate where else I could get funding from – grants etc?</li> </ul>
Continuing Nicks work on how to keep cost of sport to a minimum.	<ul style="list-style-type: none"> <li>• Meeting held with PS, Sports Co-ord, Kevin Pearson and Matt Thomson (Hull Sport), in attendance. Discussed future plans for the cost of sport at Hull and the future of the University Facility Sports Pass.</li> <li>• Regular meetings to be held with those mentioned above to work toward an agreement (potentially a service agreement) that benefits both parties.</li> </ul>	<ul style="list-style-type: none"> <li>• Determine if the University Facility Sports Pass gives students the best value for their money when using the Hull Sport Park facilities.</li> </ul>

Tackling Club debt and Club budgets	<ul style="list-style-type: none"> <li>Club Debt –Agreements in place that debt will be moved to secondary accounts. HUU to match £ for £ any debt paid off by Clubs.</li> <li>Budgets - Discussed with Kevin and agreed that budgets should be owned by permanent staff (as they are important and need to run smoothly year to year. He has emailed to pass this on.</li> </ul>	<ul style="list-style-type: none"> <li>Continue working towards eradicating AU Club debt</li> <li>Work with AU Club committees to set out a clear annual budget</li> </ul>
<b>Theme Three. To have safe and well regulated clubs by:</b>		
<i>a. Working with PA, Sports Co-ord, Activities Co-ord and Dows to conduct a club and societies policy review</i>		
Create a Sponsorship Policy	<ul style="list-style-type: none"> <li>PS had done work for part of objective 3 (<b>Create a president introduction/ important info document</b>) regarding a sponsorship how-to/ tips. This has been shared with Dows for comments.</li> <li>Dows fed back that it was a great start but I need to de-personalise it so it can be used in future years.</li> </ul>	<ul style="list-style-type: none"> <li>De-personalise document so it can be used in future years.</li> </ul>
Create a Kit Guidelines and Policy	<ul style="list-style-type: none"> <li>PS had done work for part of objective 3 (<b>Create a president introduction/ important info document</b>) regarding a kit guide. This has been shared with Dows for comments.</li> <li>Dows fed back that it was a great start but I need to de-personalise it so it can be used in future years.</li> </ul>	<ul style="list-style-type: none"> <li>De-personalise document so it can be used in future years.</li> </ul>
Create a Drugs Policy	<ul style="list-style-type: none"> <li>PS has invited PA, PID and Andy King to attend a meeting to get a discussion going for this.</li> </ul>	<ul style="list-style-type: none"> <li>Read current HUU Drugs Policy and add comments prior to meeting.</li> </ul>
Create a Club and Society 'set-up' interest form	<ul style="list-style-type: none"> <li>Meeting to be held on 15/08/19 to start initial progress on this. I am unavailable (at Student Minds day in York). I sent comments and ideas via email to Alex, Vicky and Tom prior to the meeting.</li> </ul>	<ul style="list-style-type: none"> <li>Catch up about meeting held on 15/08/19</li> </ul>
<i>b. Other</i>		
Create a Code of Conduct that all AU members sign.	<ul style="list-style-type: none"> <li>Reviewed the Code of Conduct supplied by York Sport. Enquired how they get all members to agree. Learnt that Committee sign on behalf of the club. Decided this was insufficient for HUU.</li> </ul>	<ul style="list-style-type: none"> <li>Speak to Vicky about next steps for Code of Conduct</li> </ul>
Standardise Committee handover requirements.	<ul style="list-style-type: none"> <li>It was decided in the initial meeting with Dows that a way to usefully overcome this would be to create a template for an annual Club/Soc review. Sports Co-ord and Activities Co-ord are in the process of creating this template. Once it is complete I will feedback and review to create a final template.</li> </ul>	<ul style="list-style-type: none"> <li>Review the template for an annual Club/Soc review when created.</li> </ul>

Set up communications with Presidents and Vice-Presidents so that important info is not missed.	<ul style="list-style-type: none"> <li>Email group set up containing presidents.</li> <li>Updated AU Presidents Facebook page to include President and one other nominated person (Vice-Pres most commonly).</li> <li>Communicated the importance of AU Council to AU Presidents and explained that they should send someone else in their place should they be unable to attend.</li> </ul>	<ul style="list-style-type: none"> <li>Provide regular updates to Presidents Facebook page with opportunities to engage and share ideas</li> <li>Work to make AU Council a safe space for sharing ideas and good practice within clubs.</li> </ul>
Safe Social Policy - create a safe social policy and deliver this to all clubs – get them to sign up to behaving appropriately	<ul style="list-style-type: none"> <li>Worcester SU's safe social policy shared with Andy King. Clubs that social in Asylum have now agreed to a document with similar terms.</li> </ul>	<ul style="list-style-type: none"> <li>Look into other Unions Social Policies</li> <li>Think of ways to encourage teams that social outside of Asylum to sign up – incentives?</li> </ul>
Create a president introduction/ important info document. This will offer AU Presidents an overview of the running of their club and will allow them to get things in place over Summer. It will avoid breaches with the O'Neills contract (i.e. outline clearly that all leisurewear must come from them) and will encourage sponsorships.	<ul style="list-style-type: none"> <li>PS decided that a more informal introduction approach needs to be taken this year to get the relevant info regarding sponsorship and kit to AU Presidents ASAP, this avoids repetitive emails asking the same questions. Work will be done throughout the year (in the policy review objective) to streamline the process for the future. With the intention of creating documents/policies that can be published online to used year on year (and updated) to explain: <ul style="list-style-type: none"> <li>Sponsorship Guide</li> <li>Kit Requirements</li> </ul> </li> <li>A sponsorship 'how-to' and advice guide has been written by PS to be eventually shared with Presidents and potentially treasurers/committee.</li> <li>A kit advice/ requirements guide has been written by PS to be eventually shared with Presidents and potentially treasurers/committee.</li> <li>Sponsorship 'how-to' and advice sent to Vicky for checking and comments by her to then distribute to AU Club Presidents</li> <li>Kit advice sent to Vicky for checking and comments by her to then distribute to AU Club Presidents</li> <li>Kit and Sponsorship advice collated into a document with important dates and info regarding club finances = AU President Introduction</li> </ul>	<b>OBJECTIVE COMPLETE</b>

	document. This outlines all the things they need to know immediately. This has been sent to AU Presidents via email. A Facebook post has been created to notify them of the email.	
<b>Theme Four. To improve the perception and profile of the AU by:</b>		
Encourage cross-sport support. Get people watching and supporting each other. (#WeAreHull) To be achieved through better social media usage as well as other methods.	<ul style="list-style-type: none"> <li>Marketing agreed to have a session with AU Marketing and Comms Officers to offer advice on effective social media as well as tone of voice. Date to be planned when term begins.</li> </ul>	<ul style="list-style-type: none"> <li>Better use of Social media to promote games</li> <li>Encourage teams to use the #WeAreHull</li> <li>Get teams to post their pictures in the Captains pages so they can be shared on Social Media</li> <li>Plan a time for AU Marketing and Communications Officers to meet HUU Marketing team.</li> </ul>
Varsity – make it the biggest and best yet.	<ul style="list-style-type: none"> <li>Researched other Universities and how they promote Varsity</li> <li>Varsity was discussed in VC/President meeting (24-07-19). Appeared that the VC agreed with making sure it is a notable and large event this year.</li> <li>Varsity proposal written and sent to the VC asking for University investment into Varsity – awaiting response!</li> <li>Missing the Varsity Working group meeting on 15/08/19 as in York for a Student Minds Day. As a result PS has made a document of things she wants to be raised, this has been sent to Vicky</li> </ul>	<ul style="list-style-type: none"> <li>Speak to Steve Curtis and see if he has any room in his budget to help ‘decorate’ Hull Sports Park</li> <li>Varsity video – have the contact for someone who is interested in helping create a fab video. Need to speak to marketing about last year’s video and budgets etc.</li> <li>Varsity gifs/stickers/filters on Instagram – speak to marketing</li> <li>Catch up on Varsity meeting (15/08/19)</li> </ul>
AU-wide charity event? Include local community?		<ul style="list-style-type: none"> <li>Speak to Angie about what the scope is for this and for more information about how to do</li> </ul>

		<ul style="list-style-type: none"> <li>• Ask AU Exec for ideas on what event could work</li> </ul>
Improve profile of smaller and non-BUCS Clubs – better promotion and opportunities.	<ul style="list-style-type: none"> <li>• Engaged with AU Presidents and Social Secs on Facebook about how could we help improve this. Fed their responses into the HUU Recruitment Group meeting. This meeting was fairly useless as HUU Marketing could unfortunately not attend.</li> <li>• Ice Hockey reached out to me about marketing for their game during Welcome Fest. I have asked marketing and passed their details onto the Ice Hockey President. Hopefully he will utilise the contact and some promotional material can be made for them.</li> <li>• In the Welcome Fest meeting (14/08/19) PS raised the idea of Marketing help promote AU Clubs during Welcome Fest. PS mentioned about the potential to do a 'try something different' post and to market specifically the non-generic sports. Jack informed me that if I get AU Club Presidents to email marketing with images and a summary of their club and the things they did last year he will do a series of posts on social media demonstrating the cool/different things you can do in the AU.</li> <li>• PS communicated this positive news (on the 14/08/19) about the opportunity for smaller clubs to receive promotion through marketing in the AU Presidents Facebook page as well as the AU Social Sec page. It is now up to the club to utilise this resource.</li> <li>• In the same Welcome Fest meeting (14/08/19). Jack also said that marketing are at the Sports Fair and he is happy to give a particular focus to clubs I select (in terms of social media recognition). This will give smaller clubs more reach and should help them recruit more members.</li> </ul>	<ul style="list-style-type: none"> <li>• Get in touch with HUU marketing about the ideas I got off Facebook.</li> <li>• Speak to marketing about the potential to do a social media training session in the Develop week.</li> <li>• Ask marketing to create a template for the non-BUCS scores. With the end goal of these being published weekly (Monday or Friday? TBC).</li> </ul>
<b>Theme Five. To improve general communications by:</b>		
Improving relationship with Hull Sport	<ul style="list-style-type: none"> <li>• A decision was made in the first meeting PS had with Steve to communicate openly with each other.</li> <li>• So far PS believes I have communicated openly with them and shared both students concerns and praises of Hull Sport.</li> </ul>	<ul style="list-style-type: none"> <li>• Working to improve HUU's working relationship with Hull Sport</li> </ul>

	<ul style="list-style-type: none"> <li>PS attended a Hull KR game with the Hull Sport team, this was an amazing opportunity to build some relationships and create a friendly working environment.</li> </ul>	<ul style="list-style-type: none"> <li>Working to improve the relationship between students and Hull Sport</li> </ul>
Communicate transparently so Students know what I am up to	<ul style="list-style-type: none"> <li>Have been doing 'weekly update' Facebook posts to highlight the stand out achievements of my week.</li> <li>Told AU Presidents and Social Secs about HUU Recruitment Meeting (held 08/08/19) and asked them for any ideas/feedback they had prior to the meeting. Raised their ideas in the meeting and found answers to their questions. On 14/08/19, I created a Facebook post detailing a 'you said – we did' approach to their feedback. This was posted in the AU Presidents Facebook page and the AU Social Secs Facebook page. Immediately I received a message from an AU Social Sec stating "I loved the post on the page", I replied saying thank you and explained I am doing it as part of my objective to communicate openly so everyone can see what I am doing and why, as well as to see the outcomes. She responded this is "something I am totally behind".</li> </ul>	<ul style="list-style-type: none"> <li>Communicate well so that AU Presidents know exactly what I am up to</li> <li>Filter this information down to the general student population</li> </ul>

#### Core Responsibilities

Includes meetings, events, extra campaigns, training, assisting student training etc. include details of student engagement and student feedback where relevant. Check your standing order for guidance.

Name of activity	Description
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<p>AU Ball (<i>Standing Order: Work with the relevant staff and volunteers in organising AU Ball</i>)</p>	<ul style="list-style-type: none"> <li>Meeting arranged with Andy King and AU Ball planned for 22nd November 2019, in Asylum.</li> </ul>
<p>Trophy Presentation (<i>Standing Order: Work with the relevant staff and volunteers in organising Trophy Presentation</i>)</p>	<ul style="list-style-type: none"> <li>Date pencilled in the diary with the Hilton 22<sup>nd</sup> March 2020 or 1<sup>st</sup> of May 2020.</li> <li>Asked Andy King to enquire about the potential of holding at the Hilton on 1<sup>st</sup> May – this is after the final student loan and so hopefully more people will be able to purchase.</li> <li>Also suggested to Andy King the potential of holding in Canham Turner with the after party in Asylum – he is keen on this idea and so far there is nothing in the Asylum diary so it is doable.</li> </ul>
<p>Attended regular catch-up meetings with Steve Curtis (<i>Standing Order: Liaising with Hull Sport</i>)</p>	<ul style="list-style-type: none"> <li>Meetings are in place to allow communication between Hull Sport and Hull University Union. The meetings allow room for discussion on sport related issues and to raise student issues directly to Hull Sport.</li> </ul>
<p>HUU Recruitment Group</p>	<p><u>BACKGROUND:</u></p> <ul style="list-style-type: none"> <li>A group was set up to set targets form recruitment of members to clubs and societies and to create actions to enable these targets to be met.</li> </ul> <p><u>ACTIONS:</u></p> <ul style="list-style-type: none"> <li>Told AU Presidents and Social Secs about HUU Recruitment Meeting (held 08/08/19) and asked them for any ideas/feedback they had prior to the meeting.</li> <li>Collected AU Presidents and Social Secs ideas and fed these into the meeting for discussion. It was decided that we need: <ul style="list-style-type: none"> <li>Improved marketing of AU</li> <li>To pay membership in instalments</li> <li>Breakdown of what AU Membership and University Facility Sports Pass includes</li> <li>Better promotion for smaller clubs</li> <li>To promote the idea that it's never too late to join</li> </ul> </li> </ul> <p><u>Improved marketing of AU:</u></p> <ul style="list-style-type: none"> <li>Told AU Presidents and Social Secs about AU Exec Marketing and Comms Officers – this should help them believe that we will focus and have the time to promote and support their clubs.</li> <li>Informed AU Presidents and Social Secs about potential opportunities in 'Develop Week' around effectively using social media.</li> </ul>

	<ul style="list-style-type: none"> <li>• Reminded AU Presidents and Social Secs that they can contact marketing directly regarding promotion.</li> <li>• Advised AU Presidents and Social Secs to update their bio on the Hull Uni Union website.</li> </ul> <p><u>Membership instalments:</u></p> <ul style="list-style-type: none"> <li>• Explained to AU Presidents and Social Secs the impracticalities of this idea. And rather explained that since AU Club Membership and the University Facility Sports Pass can be purchased separately, it is wise to advise current members to purchase Membership now and the Sports Pass later to reduce a big cost.</li> </ul> <p><u>Membership breakdown:</u></p> <ul style="list-style-type: none"> <li>• First draft sent to Vicky for her to add comments and check if it is all correct and/or if anything is missing.</li> </ul> <p><u>Small club promotion:</u></p> <ul style="list-style-type: none"> <li>• <u>Outlined in objective 4. To improve the perception and profile of the AU (improving the profile of smaller and non-BUCS clubs). Refer to that section for updates.</u></li> </ul> <p><u>Continuous recruitment:</u></p> <p>Set up chances for you to advertise a second recruitment drive over the course of the year. There will be 'open access' to the Hull Sport Park in 'Give It A Go' week (Oct 21st-Oct 25th) and so I would encourage people who are interested after Welcome Fest to join you at training this week.</p>
Student Minds – LEADing the way to create positive change for student mental health	<ul style="list-style-type: none"> <li>• Attended the day for Officers in York. The day gave us a chance to discuss with other Officers, from 10 different SUs, our plans for the year and to help support each other.</li> </ul>
Trustee Board Away Day	<ul style="list-style-type: none"> <li>• Planning the Boards development</li> <li>• Attended the Trustee Board meeting</li> </ul>
North East Officer Day	<ul style="list-style-type: none"> <li>• Attended a day to meet other Officers in the North East to discuss our plans for the year.</li> <li>• Took the opportunity to catch up with friends made at the BUCS Conference</li> </ul>
Volunteer Management Training ( <i>Standing Order: Contribute to training of student volunteers and part-time elected officers</i> )	<ul style="list-style-type: none"> <li>• Receiving training to help PS better support student volunteers.</li> </ul>
Welcome Fest Meetings	<ul style="list-style-type: none"> <li>• Attended and offered opinions on the Welcome Fest Plan</li> </ul>



AU President Meetings ( <i>Standing Order: Engage with students on a regular basis</i> )	<ul style="list-style-type: none"> <li>• Met with Rugby League President to discuss their financial situation and see what we can put in place</li> <li>• Met with Power and Weight Lifting President to help them see what options Hull Sport could offer them in terms of training</li> </ul>
AU Members Meetings ( <i>Standing Order: Engage with students on a regular basis</i> )	<ul style="list-style-type: none"> <li>• Met with an AU member to discuss her personal concerns regarding the availability of a one-semester sports pass – confirmed this is available</li> </ul>
University Complaints & Governance Introduction	<ul style="list-style-type: none"> <li>• Received training for University Complaints Panels</li> </ul>
Health and Safety Induction	<ul style="list-style-type: none"> <li>• Received H&amp;S training and an induction</li> </ul>
Public Speaking Workshop	<ul style="list-style-type: none"> <li>• Attended a workshop by Dows to help us with our public speaking</li> </ul>
BUCS Conference	<ul style="list-style-type: none"> <li>• Attended a conference in Bristol relating to BUCS</li> <li>• Came back with many ideas and things to work on as well as many useful contacts</li> </ul>

# President of Education Report

Orduen Nguper Simeon

19<sup>th</sup> August, 2019

Objectives		
<u>Objective &amp; Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed Actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
<b>Visibility:</b> It is important for student to know what their student president has being up to. Being visible on social media is one of the ways that this can be done.	<ul style="list-style-type: none"> <li>✓ My Facebook profile account has been set up. Communications have begun to go out</li> <li>✓ I have also encouraged recruitment in groups with regards to the upcoming by-elections.</li> </ul>	<ul style="list-style-type: none"> <li>• Grow my Facebook profile. This is probably going to be a continuous and ongoing process.</li> </ul>
<b>Reports of concerning behaviour in Nursing</b>	<ul style="list-style-type: none"> <li>✓ I have mentioned it where possible and appropriate. I had a brief catch-up with the Faculty Academic Manager for FHS after the IPG Meeting (8<sup>th</sup> of August) as we headed out. Although this was not official, it appears there have been issues and considerations/conversations on how to tackle them are being had. At some point, a more formal discussion will need to be had.</li> </ul>	<ul style="list-style-type: none"> <li>• Have more formal meetings with the appropriate parties to gain better knowledge around this.</li> </ul>
<b>BAME Attainment Gap:</b> This is a theme and objective taken from the current conversation with UK HE (Higher Education) around the gap between	<ul style="list-style-type: none"> <li>✓ I have been in discussions with Abi and Steph who have been extremely helpful. We are thinking of how to gather student</li> </ul>	<ul style="list-style-type: none"> <li>• Keep talks going with Steph and Abi regarding planning around Black History month</li> </ul>

<p>the White British students and their counterparts who are part of the BAME student demographic in terms of the quality of their degrees at their time of graduation regardless of their performance before their enrolments at university.</p>	<p>feedbacks during the Black History month with regards to this. Also, the BAME Officer has set up a working group and I am trying to see how we can publicize this to the rest of the student body and get them to participate. However, with most things we are still in the planning phases.</p> <p>✓ I have spoken to the PVC Education and mentioned my intention to work on this. She has this on her list of things she wants to achieve this year as well. She has 3 senior fellows of the Teaching Excellence Academy working with her on her objectives. One of them, Katherine Hubbard is working of attainment gaps. We are currently in touch and looking for a suitable meeting time to meet.</p>	<ul style="list-style-type: none"> <li>• Meet with Katherine Hubbard and discuss the Ethnicity Attainment gap.</li> </ul>
<p><b>Black History Month</b></p>	<p>✓ Abi, Steph and I have been discussing and planning the upcoming Black History Month. One of the key meetings we have had so far is the Black History Month Working group which consists of members of marketing, reception and the union's membership services.</p> <p>✓ <b>Anotidaishe Manjanja:</b> The BAME Representative for the Student Union has set up a working group on Facebook for Black History Month. Abi and I are a part of that group.</p>	<ul style="list-style-type: none"> <li>• Action points were drafted from the meeting. There should be a follow-up meeting at some point to ensure that the actions that were decided in the meeting are being carried out.</li> <li>• With any hope, we should have more people joining up with the working group. At some point, we would use that platform to carry out tasks regarding Black History Month.</li> </ul>

	<ul style="list-style-type: none"> <li>✓ I have made a post about it on Facebook to give information to students.</li> <li>✓ I am looking to employ a direct messaging type of communication to see how things go.</li> </ul>	
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<u>Core Responsibilities</u> Includes meetings, events, extra campaigns, training, assisting student training etc. include details of student engagement and student feedback where relevant. Check your standing order for guidance.	
Name of activity	Description
<b>IPG Meeting</b>	<p>Institutional Performance Group meetings: This meeting reviews the performance of the university against various rankings such as QS Rankings, Times Higher Education Europe Teaching Rankings, People &amp; Planet...etc.</p> <p>At the meeting, I pointed out that we had to be conscious of the fact that stats were not an accurate reflection of certain subjects &amp; courses and may be used as indicative. I pointed this out to make note that although reputation externally may be important, the actual issues on group not captured by these external <i>experts</i> should not always be prioritized over the actual feelings of students of campus</p>
<b>FSSG Meeting</b>	Fees, Scholarships and Studentships Group: The title of the group explains itself.

	<p>At this meeting, discussions were made around prospectively reducing for some and eliminating for others the discounts for fees given to international students. I made point to state that for certain international students, getting funding can be difficult, especially when they are privately funded within households. This is because while the university look at fees as the financial constraints, these households have to meet the minimum financial requirements for their visas alongside other expenditure. However, reducing discounts for certain sponsorships like governments may not negatively impact students as such.</p>
<p><b>Skype meeting with fellow North-East Sabbatical</b></p>	<p>I had a Skype Meeting with Adesewa Esther Adebisi, the Education officer for the University of Huddersfield. They have succeeded in getting the conversation around the BAME Attainment Gap into advanced stages at their university. I wanted to get ideas from her on how to go about carrying out mine. We could not get as in-depth as we wanted as she had other pressing things that came up around the time of discuss. However, some of the ideas I got were:</p> <ul style="list-style-type: none"> <li>- Focus groups</li> <li>- Focusing the conversation with Student experience prioritized above data (not without data)</li> <li>- Consider the political, economic and social factors involved</li> <li>- Raise awareness with a call to action in view</li> </ul>

# President of Activities Report

Tom McNamara

19<sup>th</sup> August 2019

Objectives		
<u>Objective &amp; Context</u> Name the objective you are working towards. Briefly describe why this is your objective, who it affects and what outcome you would like to achieve.	<u>Completed Actions</u> Include subheadings and detail of engagement with students, meetings and feedback to students.	<u>Next Steps</u> List your next steps and what you hope to achieve from them.
<b>THEME 1: Increasing Participation – Helping students find their “tribe”</b>		
<u><b>New Societies</b></u>  To simplify the ratification process for students while also putting better regulations in place to increase the success rate of new societies once ratified.	<ul style="list-style-type: none"> <li>• Following the Policy Review below, a new simplified constitution has been written.</li> <li>• A new form has been created called the Society Development form which will be completed by a prospective committee and will help them develop their idea into an actual society that can be set up thinking about recruitment and finances etc.</li> </ul>	<ul style="list-style-type: none"> <li>• The ratification process is being updated with the introduction of the Society Development Form.</li> <li>• Between me, AT and the SEC, we will be able to support students through developing their idea into a new society to be ratified.</li> <li>• Due to the long wait in between Societies Councils, we are looking to move the power of ratifying new societies to the SEC, while putting a process in place which would highlight any conflicts with other Societies that needs to be addressed.</li> </ul>
<u><b>Academic Societies</b></u>	<ul style="list-style-type: none"> <li>• Survey sent to Presidents of Academic Society to get a better idea of their relationship with the university and to</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting with Becky, PVC Education on the 21/08 to discuss Academic Societies.</li> </ul>

To find ways to work with the University to boost recruitment to Academic Societies and increase support on a departmental-level to aid in their development.	<p>specifically learn more about what sort of activities they each run.</p> <ul style="list-style-type: none"> <li>• Had responses from 14 societies so far.</li> </ul>	<ul style="list-style-type: none"> <li>• PRES has advised I contact the Associate Deans for Student experience on this.</li> </ul>
<p><b><u>HUU Recruitment Group</u></b></p> <p>To support Student Activities, and in particular new societies with increasing their membership.</p>	<ul style="list-style-type: none"> <li>• Requested feedback from Society committees on how HUU can help them with recruiting members. Follow up with this throughout the year.</li> </ul>	<ul style="list-style-type: none"> <li>• Have a bigger presence on social media during WelcomeFest.</li> <li>• Work with marketing to do more shout outs for Newer/ Smaller Societies.</li> </ul>
<b>THEME 2: Governance – Have safe and well-regulated student groups</b>		
<p><b><u>Policy Review</u></b></p> <p>To review what information our committees and members need to know to get the most out of their involvement with HUU and how we can best communicate that information with them.</p>	<ul style="list-style-type: none"> <li>• Held a session on 09/08 with the President of Sport, Sports Coordinator and Student Opportunities Coordinator, where policies were identified and actions were handed out amongst the group.</li> </ul>	<ul style="list-style-type: none"> <li>• Policy Review done. Waiting for actions to be completed before we look to review progress.</li> <li>• I've been actioned with looking at the Committee Elections policy and Fundraising Policy.</li> </ul>
<p><b><u>Committee Elections Policy</u></b></p> <p>Create an all-encompassing document for running committee elections (AGM's)</p>	<ul style="list-style-type: none"> <li>• A draft standing order has been written.</li> </ul>	<ul style="list-style-type: none"> <li>• Need to update document with suggestions received through feedback.</li> <li>• Then get authorised at UEC (Sept 19) and ratified at Union Council (Oct 19).</li> </ul>
<p><b><u>Fundraising Policy</u></b></p> <p>Create a policy to advise our student fundraisers on best practice and charity law.</p>	<ul style="list-style-type: none"> <li>• Reached out to other SU's for similar policies. Have received a policy around fundraising and volunteering from Reading University Students' Union.</li> </ul>	<ul style="list-style-type: none"> <li>• Identify what needs to be covered.</li> <li>• Discuss with HUU Volunteering Coordinator to look at what we can incorporate from the standard RAG "fundraising" training provided to the RAG committee.</li> <li>• Discuss with CEO at 1-2-1, if this could/ should line up with the Fundraising Regulator.</li> </ul>

		<a href="https://www.fundraisingregulator.org.uk/">https://www.fundraisingregulator.org.uk/</a> as that was something that had previously been discussed.
<b><u>Updating Activities Zone Standing Order</u></b>  To work with students and relevant members of staff to update standing orders in line with the Bye Laws of HUU.	<ul style="list-style-type: none"> <li>• Already identified changes that need making to SO 2001, 2002, 2003 &amp; 2005.</li> </ul>	<ul style="list-style-type: none"> <li>• Waiting on staff meeting to update Bye Laws before going any further with Standing Order updates.</li> <li>• Need to discuss any updates with relevant committees. Mainly Student Media.</li> </ul>
<b>THEME 3: Communications</b>		
<b>a) General</b>		
<b><u>Committee Comms</u></b>  To improve lines of communication between myself and members of my zone.	<ul style="list-style-type: none"> <li>• HUU Activities Zone Forum group has been set up and opened up to all Activities Zone committee members.</li> <li>• Posting regular updates in this group and working to get all committees in the group.</li> <li>• Coordinating wherever possible with the Student Opportunities Coordinator who supports me with all things Societies..</li> </ul>	<ul style="list-style-type: none"> <li>• Continue to post regular updates and use as a platform for gaining feedback on projects/ get students to raise areas of concern.</li> </ul>
<b><u>Societies Council</u></b>  To implement proposed changes to Societies Council from feedback in 2018-19.	<ul style="list-style-type: none"> <li>• First Council planned for the 3rd October, followed by Societies Mixer before Karaoke.</li> </ul>	<ul style="list-style-type: none"> <li>• Bring motion to the October Union Council.</li> </ul>
<b>b) Student Media</b>		
<b><u>Student Media Website</u></b>  Get the Student Media Website launched and being used effectively by the new committees.	<ul style="list-style-type: none"> <li>• There was a lot of talk about having a new website built. I've pushed for this to be designed and contracted out. Due to be finished for September 2019.</li> </ul>	<ul style="list-style-type: none"> <li>• Promote the new website when launched.</li> <li>• Support media with any teething issues.</li> </ul>



<b>THEME 4: Facility Access and Room Bookings</b>		
<u><b>Student Central Bookings &amp; Facilities</b></u>	<ul style="list-style-type: none"> <li>• Andy King confirmed the Student Central room booking situation with VMS Live. Bookings can't be confirmed until 4 weeks prior to the date. If no VMS event has been booked, it will be confirmed.</li> </ul>	<ul style="list-style-type: none"> <li>• Communicate Andy King's response to Society Committees. Me/Alex sending out email w/c 19th Aug.</li> </ul> <p>Building Works Operations tasks:</p> <ul style="list-style-type: none"> <li>• Confirm new temporary location for the Radio Studio.</li> <li>• Storage space for JAM/ Torch.</li> <li>• Accommodating the Hullfire writers in the Presidents' Office.</li> <li>• Secure storage for LINKS/ arrange office clear out.</li> <li>• Arrange relocating Warps to Ferens during the building works in Trimester 2.</li> </ul> <p>Push to keep the Dance Studio (MR7) post building works. We need more space not less.</p>
<u><b>University Room Bookings</b></u>  Necessary: To support societies with any major room booking issues.   Ideal (work towards): *To implement a relationship agreement and process to allow better working with the University on room bookings	<ul style="list-style-type: none"> <li>• I have been in touch with Ian Aylett from Timetabling but I haven't made much headway with this yet do to other times commitments.</li> <li>• Trimester 1 timetable doesn't go live till September so I have been dealing with other tasks first.</li> </ul>	<ul style="list-style-type: none"> <li>• Send Comms out for Trimester 1 bookings along with the update Re Student Central.</li> <li>• Liaise with Timetabling on recurring room bookings.</li> </ul> <ul style="list-style-type: none"> <li>• Address current issues with the booking system.</li> <li>• Include Room Bookings in the Relationship Agreement</li> </ul>
<u><b>Student Festival with Culture Campus</b></u>	<ul style="list-style-type: none"> <li>• Had an initial meeting with Marianne (Head of Culture Campus) to discuss funding for student groups to use Middleton Hall.</li> </ul>	<ul style="list-style-type: none"> <li>• Meeting with Marianne to discuss budgets for the new proposed Student Festival scheme.</li> </ul>

For HUU and Culture Campus to collaborate on supporting student groups to hold performances on campus. This will include financial support, advertising and training.		<ul style="list-style-type: none"> <li>• Moving into trimester 1 we are looking to set up an application process for this funding which would be effective for Trimester 2 19-20.</li> <li>• Need to get details confirmed ASAP.</li> </ul>
<b>THEME 5: Commercial Services</b>		
<b>1.1. <u>Student Events Committee</u></b>  To set up a committee to work alongside the Entertainments Manager and Director of Commercial Services. They will assist in the planning and running of commercial events, in particular EOYB.	<ul style="list-style-type: none"> <li>• Conducted some research into similar schemes at other SU's.</li> <li>• Met with various members of the commercial team and have decided to start the committee off with a group of student staff from Bars and Ents who will be paid to attend.</li> <li>• Lee (New Ents Manager) has experience with these sort of groups in the past and has found it very hard to get students actively engaged which is why we think it is best to start off with Student Staff.</li> <li>• These will be open meetings with us providing free lunch for students turning up.</li> </ul>	<ul style="list-style-type: none"> <li>• Plan with marketing how we can best promote these meetings.</li> <li>• A date of 16<sup>th</sup> Oct 2019 has been set for the initial meeting with other meetings to follow on a monthly basis.</li> </ul>
<b>1.2. <u>Your Ideas – Commercial</u></b>	<ul style="list-style-type: none"> <li>• Andy King is very keen on us getting more Your Ideas in for Commercial. It's been a great way to get feedback and new ideas in the past.</li> </ul>	<ul style="list-style-type: none"> <li>• Discuss what's already happening with Your Ideas with Steph</li> </ul>
<b>2.1. <u>HUUSL Board Development</u></b>	<ul style="list-style-type: none"> <li>• Appointed onto the HUUSL Board in July.</li> </ul>	<ul style="list-style-type: none"> <li>• Planning to have a meeting with CEO &amp; Commercial Services Director to discuss my role in the new commercial board and how I can help move stuff forward now that we have four Directors and need to recruit an additional two.</li> </ul>

<u>Core Responsibilities</u> Includes meetings, events, extra campaigns, training, assisting student training etc. include details of student engagement and student feedback where relevant. Check your standing order for guidance.	
Name of activity	Description
Volunteer Management Training	Training course undertaken by the whole President Team, looking at how we can best support the volunteers within our zones.
Varsity Working Group (Support part-time officers and fellow student presidents with their projects)	Initial meeting between HUU and Hull Sport staff to start planning for Varsity 2020. Have already been talking to societies regarding planning for Varsity.
Attended National Student Fundraising Conference at the University of Birmingham (Support part-time officers and fellow student presidents with their projects; contribute to the training of student volunteers and part-time officers.)	Attended with the Acting Chair of RAG at the time. With her being completely new to RAG I was able to introduce her to a lot of people at conference and made the most of the opportunity, networking with a lot of Activities Sabbs and SU Staff; even getting a tour around their Guild of Students. I've made some really good contacts who I'm talking with on a semi regular basis about projects/ ideas I'm working on.
Attended North East Officer Day at Leeds University Union	This was a meet up between a number of Students' Union sabbatical officers from across the North East to discuss key themes that we plan to work around in the coming year.
Public Speaking Training	This was training we had as a team with our external consultant, Stephen Dowson.
Trustee Board Away Day	This was a strategic planning day with the rest of our trustees. It start with some work on strengths and gelling as a board and later looked towards the organisations priorities for the new 2020-25 strategic plan.